

Southern California – Clean, Green, and Healthy Schools Partnership

Coordination Principles & Procedures

PILOT PROJECT

January 2014

Goal

To establish a partnership to help address school environmental health issues within the Southern California area, with specific focus on schools and childcares located within high priority areas. This partnership will be made up of agencies, school districts, individual schools, and the community, and called the Southern California Clean, Green, and Healthy Schools SC-CGHS partnership.

The SC-CGHS partnership meets on a monthly basis and provides an opportunity to foster ongoing collaboration between stakeholders, provide technical assistance, and coordinate community outreach on important school environmental health issues in the Southern California area.

The partnership is structured to obtain the advice of individual attendees rather than advice or recommendations from the group as a whole. Each agency participating retains its individual authorities and works within their existing agency framework to resolve school environmental health issues.



Rationale

Issues surrounding school environmental health can be complex and involve multiple environmental aspects (e.g., air, land, water). The SC-CGHS partnership can enhance coordination among agencies, school districts, and the community to promote efficient and effective school environmental health measures. Additionally, increased coordination on school environmental health policy issues will enhance stakeholder communication and consensus-building.

Levels of Effort

The framework proposed has two tiers of involvement with different levels of effort. The first tier is the core group – consisting of representatives of agencies, schools, and the community. This group forms the “partnership,” involving monthly meeting attendance and commitment to furthering the goals of the SC-CGHS. The second tier is the stakeholder group that can use the forum and the partnership members’ expertise, as needed, to resolve school environmental health issues that arise. The stakeholder group also includes agencies, schools, and members of the community.

Tier 1: Partnership Structure

The partnership is open to any federal, state, or local agency representatives that work on school environmental health issues. Currently, we have commitments from both the U.S. Environmental Protection Agency (EPA) and the California Department of Toxic Substances Control. The partnership also welcomes representatives from school districts, and representatives of community groups.

The partnership works together to resolve school environmental health issues, coordinates policy topics for discussion, and identifies opportunities and topics for information exchange. Those joining the partnership must commit to attending monthly stakeholder meetings.

Tier 2: Stakeholder Structure

Other interested stakeholders are welcomed to participate on an ad-hoc basis. Stakeholders can include any agencies, school districts, or community groups.

Agency Stakeholder Involvement

Any agency involved in school environmental health issues can actively participate in the partnership or participate on an as-needed basis. Identified agency stakeholders include the Department of Toxic Substances Control (with representatives from both Schools Clean-up, Environmental Justice, and Public Affairs), Cal/EPA, and the EPA. Other state and local agencies are invited to participate in SC-CGHS; these agencies include, but are not limited to, representatives from the Los Angeles Regional Water Quality Control Board (LARWQCB), South Coast Air Quality Management District (SCAQMD), California Air Resource Board (CARB), California Department of Education (CDE), California Department of Health (DPH), Office of Environmental Health Hazard Assessment (OEHHA), and the California Department of Pesticide Regulation (DPR). Local agencies may include representatives from cities, counties, health departments, social services, and local education offices.

Potential Benefits: Agencies can bring either specific projects of interest to the partnership or other invited stakeholders, or use the meetings to share informational or policy items related to school environmental health.

School District/Individual School Involvement/Childcares

Any school district or individual school, preschool, or child-care center (public or private) from Southern California can utilize the SC-CGHS structure and resources to meet the above outlined goals concerning school environmental health.



Potential Benefits: These stakeholders can bring specific projects for partnership review, review technical documents from school clean-up projects with invited key stakeholders, or request technical assistance from agencies in the partnership.

Community Stakeholder Involvement

Examples of community stakeholders include, but are not limited to, non-profit organizations that focus on children's health and school environmental health issues, community members concerned about specific issues, schools, teachers, school staff, and students.

Potential Benefits: Community stakeholders can bring specific projects of interest for partnership review, request the review of technical documents from school clean-up projects with invited key stakeholders, or request technical assistance from agencies in the partnership.

SC-CGHS Meetings – Overview

SC-CGHS meetings are intended to provide an ongoing, meaningful, transparent forum for both school districts and community members to communicate about school environmental health issues. Any stakeholder has equal opportunity to use the forum to present or review applicable environmental data and documents, and review specific school environmental health concerns that may benefit from an interagency response or need community feedback.

School Projects That Typically Receive SC-CGHS Review

The SC-CGHS stakeholder partnership is not intended to review every school environmental health issue or every project undergoing state involved clean-up. The process for review is driven by the interests of stakeholders and the partnership. Issues reviewed by the SC-CGHS can include, but are not limited to:

- The presence of contaminants at or near school sites
 - Historical uses of the site, relevant adjacent historical uses
 - Summary of environmental evaluation of the site, including details on the location and extent of soil/water contamination in excess of regulatory standards
- Remedial measures employed to eliminate or reduce environmental exposure to such contaminants
- Testing results evaluating such measures over the long-term
- Compliance monitoring programs
- Preliminary endangerment assessments (PEA's)
- Other school environmental health issues that require interagency coordination



Schedule

The SC-CGHS will meet on a monthly basis on the fourth Tuesday of each month for a six-month pilot period starting in January 2014. Teleconferencing will be available. While it is not anticipated that additional meetings will be needed, ad-hoc meetings may be added in cases where immediate review and feedback is necessary.

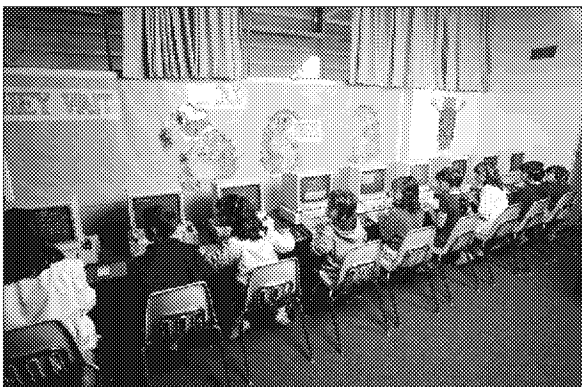
At the end of the six-month pilot period, these procedures will be re-evaluated by the SC-CGHS partnership and stakeholders.

Location

Meetings will be held at the U.S. EPA Offices in Los Angeles (600 Wilshire Blvd, Los Angeles, CA, 90017). Specific meeting rooms will be determined from month to month. As needed, the meeting locations can be moved to accommodate the needs of the partnership. If you are an individual with a disability, as specified under the Americans with Disabilities act, and require a reasonable accommodation, please contact Philip Kum at kum.philip@epa.gov or (415) 947-3566.

Agenda and Submittal Procedure

DTSC will prepare agendas for all SC-CGHS meetings (point of contact: Marie Gillette, DTSC). A SC-CGHS stakeholder or member of the partnership will nominate projects and issues to be put on the SC-CGHS meeting agendas. In order for a project to be added, the nominee must submit relevant information to the following email address: healthyschools@dtsc.ca.gov. Relevant information includes:



- 1) School name and location
- 2) Document or issue to be reviewed
- 3) Whether the nominee has requested to present information to the SC-CGHS or not. Please keep in mind that presentations, if accepted (based on scheduling constraints), should last no longer than 15-30 minutes.
- 4) Action sought (information exchange, agency next steps, etc.)

Projects must be added to the agenda no later than two weeks in advance of the schedule meeting. If the request involves document review, the document(s) to be reviewed must also be

included, preferably by e-mail, so they can be distributed to meeting participants. Alternatively, the nominee can arrange for the presenter to send documents to participants directly.

Agenda requests regarding policy or technical matters may be made by any stakeholder to the DTSC SC-CGHS POC. The following information must be submitted to the agenda POC:

- 1) Policy or technical topic
- 2) Supporting documentation (e.g., scientific paper, specific policy documents)
- 3) Action sought (general discussion, policy recommendation)

Format

Each topic will be given a maximum of one hour to present and discuss information. Presentations should be limited to approximately 15-30 minutes to allow time for adequate discussion.

Points of Contact (POCs)

DTSC Contacts

Maria Gillette: maria.gillette@dtsc.ca.gov
(714) 484-5377

Yolanda Garza: yolanda.garza@dtsc.ca.gov
(818) 968-9966

EPA Contacts

Jorine Campopiano: campopiano.jorine@epa.gov
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Anticipated Outcomes and Measures of Success

- Develop better communication between federal, state, and local agencies, schools, and community members.
 - Proposed Measurement – number and diversity of participants in partnership
- Discuss broad categories of environmental health issues that are potentially affecting students and staff at local schools
 - Proposed Measurement – track via spreadsheet number of environmental health issues reviewed and partnership actions taken
- Increased identification of potential facilities that may present a risk to local schools
 - Proposed Measurement – number of facilities reviewed by the Partnership
 - Number of new cases (e.g., enforcement or voluntary clean-ups)
- Improved Outreach and Information Exchange
 - Number of training and educational materials provided
 - Number of opportunities for meetings and training provided

Definitions

School Environmental Health Issues – For purposes of this forum, “school environmental health issues” are those that may result in exposure (and, therefore, potential reductions in health and/or performance) of students, staff, or visitors to environmental contaminants originating either outdoors or indoors, such as chemicals, allergens, pesticides, particles, gases, UV radiation, or other contaminants that may be found in and around school environments, including student transportation. Building factors that may affect these exposures such as ventilation, energy efficiency, design decisions, operation and maintenance policies and practices, and other related influences are also included. Other factors which are often referred to as “environmental,” such as acoustics and daylighting, are included, as appropriate, within this context.

